

Municipality of Morin-Heights

**PROVINCE OF QUEBEC
ARGENTEUIL COUNTY
MRC DES PAYS D'EN-HAUT**

MINUTES

In case of discrepancy, the French version prevails over the English translation.

Minutes of the regular session of the Municipal council of Morin-Heights, held at the Community Room, 567, Village, on Wednesday, June 8th, 2011 at which were present Councillors Jean Dutil, Claude P. Lemire and Jean-Pierre Dorais, forming quorum under the chairmanship of Mayor Timothy Watchorn.

Councillors Leigh MacLeod, Mona Wood and Peter MacLaurin are absent.

Assistant Secretary-treasurer, Ginette Charette, is present.

At 7:40 p.m., the Mayor states quorum, welcomes the 'Mayors of the day' Marine Thuin and Milane Servantie and the public and Council deliberates on the following dossiers.

125.06.11 ADOPTION OF THE AGENDA

It is proposed by Councillor Jean-Pierre Dorais
And unanimously resolved by all councillors:

That Council adopt the agenda as presented by the Assistant Secretary-treasurer with the addition of Items 9.1 - Financial support - day camp and 9.2 - Thanks to 'Mayors of the day'.

AGENDA

- | | | |
|----------|----------|---|
| 1 | | Opening of the meeting held at the community room located at 567, Village road |
| 2 | | Adoption of the minutes |
| 3 | | ADMINISTRATION |
| 3 | 1 | Approval of the minutes |
| 3 | 2 | Finances |
| 3 | 2 | 1 Expense statement |
| 3 | 2 | 2 Statement of financial activities to May 31st, 2011 |
| 3 | 2 | 3 Presentation of the 2010 financial statements |
| 3 | 2 | 4 Bank services |
| 3 | 3 | Correspondence |
| 3 | 4 | Personnel |
| 3 | 4 | 1 Mandate - Groupe Virage |
| 3 | 5 | Resolution |
| 3 | 5 | 1 Financial assistance for breakfasts at the Morin-Heights elementary school |
| 3 | 6 | Regulations |
| 3 | 6 | 1 |
| 4 | | PUBLIC SAFETY |
| 4 | 1 | 1 Monthly report from the Director |
| 4 | 2 | Personnel |
| 4 | 2 | 1 |
| 4 | 3 | Resolution |
| 4 | 3 | 1 Good neighbour, watchful neighbour |
| 4 | 4 | Regulations |
| 4 | 4 | 1 |

Municipality of Morin-Heights

5		PUBLIC WORKS
5	1	Monthly report from the Director
5	2	Personnel
5	2	1 Hiring - summer employees
5	3	Resolution
5	3	1 Contract – supply of salt
5	3	2 Contract – supply of sand
5	4	Regulations
5	4	1
6		ENVIRONMENT & PARKS
6	1	Monthly report from the Director
6	2	Personnel
6	3	Resolution
6	3	1
6	4	Regulations
7		URBANISM AND LAND DEVELOPMENT PLANNING
7	1	Monthly report from the Director
7	1	2 Minutes of the Planning advisory committee meeting
7	2	Personnel
7	3	Resolution
7	3	1 Minor derogation - 82, Place Petite-Suisse
7	3	2 Minor derogation - 335, Lac Echo
7	4	Regulations
7	4	1
8		RECREATION DEPARTMENT
8	1	1 Monthly report from the Coordinator
8	1	2
8	2	Personnel
8	2	1 Hiring - child care personnel
8	3	Resolution
8	3	1 Congratulations - Family and environment day
8	3	2 Congratulations - Fishing tournament
8	4	Regulations
9		New Business
10		Question period
11		End of the meeting

126.06.11 APPROVAL OF THE MINUTES

The minutes of the regular meeting of May 11th, 2011 were given to members of Council, by means of the electronic assembly file folder.

Consequently, the Assistant Secretary-treasurer is exempt from reading them.

It is proposed by Councillor Claude P. Lemire
And unanimously resolved by all councillors:

That Council adopt the minutes of the regular meeting of May 11th, 2011.

127.06.11 EXPENSE STATEMENT

The list of accounts payable and accounts paid during the month of May 2011 was given to Council members by means of the electronic assembly as well as the list of authorized expenses as per the delegation of competency by-law 351.

Municipality of Morin-Heights

Council has studied the lists and:

It is proposed by Councillor Claude P. Lemire
And unanimously resolved by all councillors:

That Council approve the accounts as detailed on the lists presented.

May 1 st to 31st, 2011	
Accounts to be paid	\$ 94,381.72
Accounts paid in advance	\$ 169,161.62
Total purchases	\$ 263 543.34
Direct bank payments for the month	\$ 32,208.56
Total expenses	\$ 295,751.90
Net salaries	\$ 69,226.38
<u>GRAND TOTAL</u>	<u>\$ 364,978.28</u>

The Mayor and the Director general are authorized to make the payments.

STATEMENT OF REVENUES AND EXPENSES TO MAY
31st, 2011

The Assistant Secretary-treasurer presents Council, who acknowledge receipt of the statement of financial activities to May 31st, 2011.

128.06.11 PRESENTATION OF THE 2010 FINANCIAL
STATEMENTS

Considering the financial report and auditor's report for 2010 prepared by accountant Richard Deslauriers, C.A. are presented to Council;

Considering a copy of the summary report is available to the public for immediate consultation and the complete document will be available on the website;

Considering the Director general presented Council with a report;

It is proposed by Councillor Jean-Pierre Dorais
And unanimously resolved by all councillors:

That Council accept the presentation of the financial report and of the auditor's report for the year ending December 31st, 2010 and is aware of its recommendations.

That Council renew its mandate for the auditing for 2011 as per the proposal presented by Richard Deslauriers, accountant.

Municipality of Morin-Heights

129.06.11 BANK SERVICES

Considering there is need to renew the agreement with the Caisse Populaire Saint-Sauveur-des-monts regarding banking services;

Considering that Council must authorize the renewal of the credit margin for the next twelve months;

It is proposed by Councillor Claude P. Lemire
And unanimously resolved by all Councillors:

That Council authorize the renewal of the banking services agreement and of the credit margin for the Municipality for an amount which could reach \$ 1,000,000 with the Caisse Populaire Saint-Sauveur-des-monts.

That the Director general be authorized to sign all required documents and to do the necessary in this dossier.

CORRESPONDENCE

The Assistant Secretary-treasurer reviews the correspondence for the month of May 2011. Council acknowledges receipt of the letters presented to its members by means of the electronic assembly. The Director General will take action and follow up if necessary.

Correspondence received

- 1 Mines Act - municipalities' responsibility
- 2 MRC des Pays-d'en-Haut: By-law 242-2011
- 3 MMQ: 2010 annual report
- 4 MRNF: mining dossier
- 5 CLD des Pays-d'en-Haut: Quebec ski federation
- 6 Musée d'art contemporain des Laurentides: 2011-12 membership renewal
- 7 Practica: distributors-dog excrement pick-up
- 8 MSSI - drinking water network
- 9 Theater Morin-Heights: thanks
- 10 Morin-Heights historical association: St-Eugene Parish
- 11 Minister of education, recreation and sport: Volunteer action week
- 12 MMQ: annual general meeting
- 13 MRC des Pays-d'en-Haut: Mining exploration
- 14 Wentworth township: invitation
- 15 MAMROT: invitation - Municipality week
- 16 Min. des transports: Soupe populaire fundraiser
- 17 Loisirs Laurentides: annual conference
- 18 Loisirs Laurentides: invitation to reunion
- 19 Le chœur des jeunes de St-Sauveur: invitation
- 20 Les journées de la culture: invitation
- 21 Emploi Québec: operators of drinking water qualification program
- 22 Ecocenter 2010 - statement
- 23 Ecocentre 2010 - statement - powerpoint
- 24 FQM: information sessions
- 25 CAPTCHPL - Quebec week of the disabled
- 26 La Rochelle School: request for use of hall
- 27 RACJ: Amérispa-Baltique
- 28 MMQ: 6th edition of Mérite MMQ

Correspondence sent

- A N.Morneau: computer equipment for the library
- B I. Andren: library landscape maintenance
- C M. Hogue, SWLSB: soccer field
- D D. Whissell - 2011 roads network
- E R. Fyfe: waterways
- F A. Malina: Christievillie road

Municipality of Morin-Heights

130.06.11 MANDATE - GROUPE VIRAGE

Considering there is a need to update the remuneration of non-unionized and management employees;

Considering this exercise implicates a global revision of the remuneration structure;

Considering the Director general recommends that Council confide this mandate to Mr. Marcel Ménard of Groupe Virage;

It is proposed by Councillor Jean Dutil
And unanimously resolved by all councillors:

That Council confide the mandate to Groupe Virage to revise the remuneration structure of non-unionized and management employees as per the service offer dated May 30th which is attached herewith forming an integral part hereof.

That the professional fees, in the amount \$ 4,650, before taxes, be paid by the Administration department.

131.06.11 FINANCIAL ASSISTANCE FOR BREAKFASTS AT THE MORIN-HEIGHTS ELEMENTARY SCHOOL

Considering the request for financial assistance for breakfasts at the Morin-Heights elementary school;

Considering this service provides breakfasts for more than fifty of the community's children;

It is proposed by Councillor Jean Dutil
And unanimously resolved by all councillors:

That Council allocate the amount of one thousand dollars to this project for Fall 2011 from the Golf Fund.

MONTHLY REPORT FROM THE DIRECTOR, PUBLIC SAFETY

The Assistant Secretary-treasurer presents Council who acknowledges receipt of the monthly report for the month of May 2011, the list of expenses authorized during the month as per the delegation of competency, by-law 351, as well as the Sûreté du Québec's information report for the month of April 2011.

Municipality of Morin-Heights

132.06.11 GOOD NEIGHBOUR, WATCHFUL NEIGHBOUR

Considering the citizens of the Sunset area, under the guidance of Councillor Leigh MacLeod, would like to set up a 'Good neighbour, watchful neighbour' program;

Considering Council intends to support these steps aimed at ensuring the population's well-being;

It is proposed by Councillor Claude P. Lemire
And unanimously resolved by all councillors:

That Council support the citizens of the Sunset area with their steps aimed at setting up the Good neighbour, watchful neighbour program and consequently, an expense of \$ 200 is authorized for the fabrication of signs which could be used throughout the territory.

MONTHLY REPORT FROM THE DIRECTOR, PUBLIC WORKS

The Assistant Secretary-treasurer presents Council who acknowledges receipt of the monthly report as well as the list of daily calls for the month of May and the list of expenses authorized during the month as per the delegation of competency, by-law 351.

133.06.11 HIRING - SUMMER EMPLOYEE

Considering the Public works department needs the services of two temporary labourers-operators for the summer season;

Considering Council authorized the hiring of two employees as per resolution 109.05.11;

Considering the second employee must now be named;

Considering the credits are provided for in the current budget;

It is proposed by Councillor Jean Dutil
And unanimously resolved by all councillors:

That Council authorize the hiring of Michel Garneau to the temporary position of labourer – driver-operator as of May 15, 2011 for a maximum period of 24 weeks as per the terms and conditions stipulated in the collective agreement in effect.

134.06.11 CONTRACT - SUPPLY OF SALT

Considering the administration proceeded with tenders and has invited the following companies to present their offer for the supply of salt as an abrasive:

Municipality of Morin-Heights

Sel Cargill
Location Jean Miller Inc.
Sifto Canada Inc.
Sel Warwick Inc.
Lafarge North America
Mines Seleine

Considering the Municipality has received offers from the following companies for the delivery of 700 metric tons:

Tenderer	Price (taxes inc.)
Mines Seleine	-
Technologie de dégivrage Cargill	\$ 68 407,41
Sifto Canada Corp.	\$ 69 731,21
Sel Warwick	\$ 73 886,06

Considering the credits are provided for in the current budget;

It is proposed by Councillor Jean Dutil
And unanimously resolved by all councillors:

That Council grants, to the lowest bidder, Technologie de dégivrage Cargill the contract for the delivery of salt to the Municipal garage and upon request, at the price of \$ 85.78 per metric ton for approximately 700 m t, an expense of approximately \$ 68,407.41 including taxes.

The payment will be made after evaluation of the exact quantities and the condition of the quote.

135.06.11 CONTRACT - SUPPLY OF SAND

Considering the administration proceeded with tenders and has invited the following companies to present their quote for the supply of sand for the 2011 winter:

Lafarge North America
Les Entreprises forestières T&W Seale Inc.
David Riddell Excavation/Transport
Beauval Sable L.G.
Location Jean Miller
Recyclage Sainte-Adèle

Considering the Municipality has received the offers from the following companies:

Tenderer	Price
Les entreprises forestières T&W Seale Inc.	52 480,00 \$
David Riddell Excavation/transport	55 777,68 \$
Lafarge Canada	62 920,00 \$
Recyclage Ste-Adèle Inc.	113 840,00 \$

Considering the credits are provided for in the current budget;

It is proposed by Councillor Jean Dutil
And unanimously resolved by all councillors:

Municipality of Morin-Heights

That Council grants to the lowest bidder, Les entreprises forestières T&W Seale Inc., the contract for the entire season for a total of \$ 52,480.00, including taxes.

The payment will be made after evaluation of quantities according to submitted price per unit.

That the delivery be made during garage's regular business hours and in conformity with the nuisance by-law.

That the Director general be authorized to sign the contract and make the payment as per the conditions of the quote.

MONTHLY REPORT FROM THE DIRECTOR, ENVIRONMENT & PARKS DEPARTMENT

The Assistant Secretary-treasurer presents to Council, who acknowledge receipt, the monthly report from the Director, Environment & Parks Inspector as well as the weekly water flow reports.

MONTHLY REPORT FROM THE DIRECTOR, URBANISM DEPARTMENT

The Assistant Secretary-treasurer presents Council who acknowledge receipt of the report for the month of May 2011 from the Director of the Urbanism.

136.06.11 MINUTES OF THE PLANNING ADVISORY COMMITTEE MEETING

The Director General presents the minutes of the Planning Advisory committee meeting of May 24th, 2011;

It is proposed by Councillor Jean-Pierre Dorais
And unanimously resolved by all councillors:

That Council accept the minutes of the meeting of May 24th, 2011 and makes the pertinent recommendations.

137.06.11 MINOR DEROGATION - 82, PLACE PETITE SUISSE

- The president of the assembly opens the consultation meeting regarding the minor derogation at 7:59 p.m.
- The president of the assembly gives the floor to the Director general who reads the proposal and explains the requested derogation.
- The president of the assembly invites anyone interested who were duly convened to this meeting by public notice dated May 18th, 2011 to be heard in this dossier.

Municipality of Morin-Heights

Considering Council has received a request for minor derogation aimed at modifying two provisions of Zoning by-law 416 in order to allow for the construction of a new house on lot 3 736 496 cadastre of Quebec;

Considering the request is aimed at the property located at (projected) 82, Place Petite-Suisse, within zone 7;

Considering this request was studied by the Planning Advisory committee who recommends to Council the approval of the derogation by resolution 16.05.11;

Considering that according the Urbanism and development Act, those interested were invited by public notice to be heard at this consultation;

Consequently,

It is proposed by Councillor Jean-Pierre Dorais
And unanimously resolved by all councillors:

That Council grant the minor derogation as presented by the requestor, specifically to reduce the front set-back from 7,50m to 7.05m for the building, to allow the encroachment of a covered front porch within the from set-back of 3.5m, to reduce the required set-back from a 30% slope from 15.0m to 14.50m for the main building and from 15.0m to 10.50m for the rear uncovered attached balcony, as specified in the draft development plan prepared by surveyor Sylvie Filion, minutes 3265 and construction plan prepared by architect Francine Dubeau dated March 18th,2011, under certain conditions.

138.06.11 MINOR DEROGATION - 335, LAC ECHO

- The president of the assembly opens the consultation meeting regarding the minor derogation at 8:02 p.m.
- The president of the assembly gives the floor to the Director general who reads the proposal and explains the requested derogation.
- The president of the assembly invites anyone interested who were duly convened to this meeting by public notice dated May 18th, 2011 to be heard in this dossier.

Considering Council has received a request for minor derogation aimed at modifying a provision of Zoning by-law 416 in order to legalize the location of an existing building and to authorize the addition of a second story on lot 3 206 401, cadastre of Quebec;

Considering the request is aimed at the property located at 335, Lac Echo road, within zone 17;

Considering this request was studied by the Planning Advisory committee who recommends to Council the approval of the derogation by resolution 17.05.11;

Considering that according the Urbanism and development Act, those interested were invited by public notice to be heard at this consultation;

Consequently,

It is proposed by Councillor Claude P. Lemire
And unanimously resolved by all councillors:

Municipality of Morin-Heights

That Council grant the minor derogation as presented by the requestor, specifically to reduce the required north west side set-back from 4,5m to 4,41m for the existing building as well as the addition of a second storey, as specified in the development certificate prepared by Roch Labelle, minutes 11420 and the construction plans prepared by architect Peter Primiani, dated April 2011 under certain conditions.

MONTHLY REPORT FROM THE COORDINATOR, RECREATION DEPARTMENT

The Director general presents Council who acknowledge receipt of the monthly report from the Coordinator, Recreation department for the month of May 2011 as well as the list of expenses authorized during the month of May 2011 as per the delegation of competency.

139.06.11 HIRING - CHILD CARE PERSONNEL

Considering the hiring of two child care attendants, as per resolution 117.05.11;

Considering Mrs. Karine Martel has declined the offer;

Considering the amounts are provided for in the Recreation department's operations budget;

It is proposed by Councillor Jean Dutil
And unanimously resolved by all councillors:

That Council authorize the hiring of Mrs. Laura Mitchell-Carvalho as child care attendant, from July 4th to August 19th, 2011, 35 hours/week, at the hourly rate of \$ 15 for a total of 315 hours.

140.06.11 CONTRATULATIONS - FAMILY AND ENVIRONMENT DAY

It is unanimously resolved that Council congratulate and thank everyone that make the Environment and Family day, held last Saturday, May 28th, a great success.

141.06.11 CONGRATULATIONS - FISHING TOURNAMENT

It is unanimously resolved that Council congratulate and thank everyone that make the 2011 fishing tournament, held last Saturday, May 21st, a great success, and more precisely, Mr. Henri Méry and the members of the Quebec Laurentians federation of hunters and fishermen.

Municipality of Morin-Heights

142.06.11 FINANCIAL SUPPORT - DAY CAMP

It is unanimously resolved that Council grant financial support to the Feres family in order to pay for the costs associated with the hiring of shadows at the day camp for four handicapped children for a maximum amount of \$ 3,000 which will be provided from the social activities fund.

143.06.11 THANKS TO THE MAYORS OF THE DAY

The Mayor congratulates Marine Thuin and Milane Servantie of the Montessori Chez Denyse School who were both chosen to be "Mayors of the day" by their classmates and thanks them for having participated in the Council meeting;

It is unanimously resolved:

That Council encourage these students to pursue their efforts in order to improve the quality of life of their fellow citizens.

That Council hopes that their participation will allow them to understand the democratic procedure and to better understand the role of those elected.

NEW BUSINESS

QUESTION PERIOD

Council answers questions asked by the public.

144.06.11 END OF THE MEETING

It is proposed by Councillor Peter MacLaurin

The agenda having been exhausted, the meeting ends at 8:15 p.m.

*I have approved each and every
resolution in these minutes*

Tim Watchorn
Mayor

Ginette Charette
Assistant Secretary-treasurer

Five people attended the meeting.